

<p style="text-align: center;">Community Supervision Standards</p> <p style="text-align: center;">Juvenile Justice Authority State of Kansas</p>	<p>CHAPTER:</p> <p>DOCUMENTATION, REPORTING AND RECORDS</p>	<p>STANDARD NO.</p> <p>CSS-03-109</p>
	<p>SUBJECT:</p> <p>JUVENILE CORRECTIONAL FACILITY (JCF) DOCUMENTATION REQUIREMENTS</p>	<p>PAGE: 1 of 2</p>
<p>REFERENCES: None</p>		<p>DATE ADOPTED: 7/23/07</p> <p>DATE REVIEWED: 7/17/07</p>

STANDARD: Written policy, procedure and practice for juveniles directly committed to a Juvenile Correctional Facility shall require the submission of records necessary for facility programming requirements and treatment. Upon sentencing and/or notification of direct commitment to a state Juvenile Correctional Facility, the Community Supervision Agency shall begin gathering the pertinent information listed below. This information shall be forwarded to the appropriate Juvenile Correctional Facility at the soonest opportunity but not to exceed 7 business days from sentencing and/or notification of direct commitment.

Risk Management Information

- Documentation for any suicide attempts (prior to admission)
- Escape/runaway history (prior to admission)
- Incidents of Arson
- Assault/battery risk
- Substance abuse use level
- Pregnancy (female JO)
- Sexual abuse history or sexual offenses as perpetrator
- Prohibited and permitted associates/visitors contact information

Medical Information

- Current medications and medical status
- Any known official diagnosis
- Disabilities
- Family insurance data
- Immunization records
- Medical activity restrictions and reason why
- Unusual Medical conditions (organic-diabetic)

Other Case History Data

- Past mental health diagnosis
- Prior psychological testing
- Pre-sentence diagnostic/evaluation reports
- Prior placement/treatment reports
- Gang affiliation information

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STANDARD (cont.):

- General social/family history
- Employment/work history
- Any other pertinent information deemed useful by the Community Supervision Agency
- School Records/Information
- Prior SRS court ordered custody information
- Sex Offender Evaluations

Adjudicated Sex Offender Requirements

- Police reports
- Previous DNA collection data

DISCUSSION: None.

NOTE: The standards and procedures set forth herein are intended to establish operational guidelines for community supervision agencies and their employees/contractors and juveniles under supervision. They are not intended to establish state created liberty interests for community supervision agencies or their employees/contractors, or supervised juveniles, or an independent duty owed by the Juvenile Justice Authority to community supervision agencies, or their employees/contractors, supervised juveniles or third parties. This standard and procedure is not intended to establish or create new constitutional rights or to enlarge or expand upon existing constitutional rights or duties.